

City of Loretto
Minutes of Regular City Council Meeting
279 Medina Street North, Council Chambers
Telephonic Meeting
September 8, 2020

1. CALL TO ORDER

Mayor Koch called the meeting to order at 7:00 p.m.

Koch stated that Clerk Treasurer Schneider is physically present at the regular meeting location at City Hall, but all Council Members and staff are participating through telephonic means pursuant to Minnesota Statutes Section 13D.021.

Koch asked all members of the Council to identify themselves for the record. Members present included Mayor Kent Koch, Council Members Brenda Daniels, Melissa Markham, Eric Riley, and Brian Sevigny.

Koch asked all staff members to identify themselves for the record. Staff present included Public Works Director Jeff Leuer and City Clerk Treasurer Mary Schneider.

Koch verified that all Council Members and staff could hear one another and all discussion and testimony.

Koch noted that members of the public have been provided notice of this meeting and the ability to participate by calling in to the teleconferencing system. Koch asked the public to continue to monitor the city website for information on future meetings, which will include information on submitting public comments and monitoring the meetings through call-in numbers and Zoom meeting links.

There were six people from the public monitoring the meeting.

2. PLEDGE OF ALLEGIANCE

3. SET AGENDA

The agenda was approved as submitted.

4. PRESENTATIONS

a. Hennepin County Sheriff David Hutchinson

Sheriff Hutchinson presented information to the Council on the challenges his department has been facing with the COVID-19 Pandemic as well as the civil unrest following the death of George Floyd. Hutchinson assured the Council that his department is always ready to help local police departments and stated he appreciates the great relationship he has with the Medina Police Department and Chief Nelson.

5. APPROVE MINUTES

On a motion by Sevigny, seconded by Riley, to approve the August 18, 2020 Regular City Council Meeting Minutes as submitted.

A vote was taken by roll call. Motion carried unanimously.

On a motion by Riley, seconded by Daniels, to approve the August 25, 2020 Budget Workshop Minutes with the date in the header corrected to read "August 25, 2020".

A vote was taken by roll call. Motion carried unanimously.

6. MEDINA POLICE REPORT

Council reviewed. No action taken.

7. OPEN FORUM

Council reviewed comments submitted by Garrison Koistinen of 155 Crestview Lane requesting the installation of a skate park. Council Member Markham stated she would investigate the feasibility of the idea.

8. CONSENT AGENDA

- a. Resolution 2020-24, Appointing Election Judges for the General Election
- b. Resolution 2020-25, National Pregnancy and Infant Loss Awareness Day
- c. Resolution 2020-26, Authorizing Repayment in Full of TIF Interfund Loan
- d. Resolution 2020-27, Decertification of TIF District No. 1
- e. LMCC 2021 Budget Approval
- f. Hennepin County Elections CARES Subrecipient Compliance Agreement
- g. Driveway Permit, 100 Meadow Drive

On a motion by Markham, seconded by Daniels, to approve the Consent Agenda as submitted. A vote was taken by roll call. Motion carried unanimously.

9. ACTION/PLANNING

- a. Resolution 2020-28, Certifying Delinquent Utilities
Clerk Treasurer Schneider noted no penalties will be added to the delinquent accounts per Resolution 2020-12, which waives delinquent fees during the COVID-19 Pandemic.

On a motion by Sevigny, seconded by Riley, to approve Resolution 2020-28, A RESOLUTION DIRECTING DELINQUENT UTILITY CHARGES BE PLACED ON THE 2021 PROPERTY TAX ROLLS as submitted.

A vote was taken by roll call. Motion carried unanimously.

- b. Special Assessment Policy

On a motion by Sevigny, seconded by Riley, to approve the Loretto Special Assessment Policy with correction to the per annum interest rate in paragraph two on page eleven. The per annum interest rate is one percent above the bond interest rate.

A vote was taken by roll call. Motion carried unanimously.

- c. Resolution 2020-29, Setting Proposed Levy and Budget

On a motion by Markham, seconded by Sevigny, to approve Resolution 2020-29, A RESOLUTION SETTING THE 2021 PROPOSED GENERAL FUND BUDGET AND APPROVING THE 2021 PROPOSED PROPERTY TAX LEVY, COLLECTIBLE IN 2021 as submitted.

A vote was taken by roll call. Motion carried unanimously.

- d. Resolution 2020-30, CARES Funding Allocations

On a motion by Riley, seconded by Daniels, to approve Resolution 2020-30, A RESOLUTION ALLOCATING CORONAVIRUS AID, RELIEF AND ECONOMIC SECURITY ACT FUNDS (Known as the CARES Act Funds) TO LOCAL GOVERNMENT ACTIVITIES.

A vote was taken by roll call. Motion carried unanimously.

Council discussed quotes for CARES expenditures including tents and barricades for outside election lines, using concrete blocks to protect the tented area, radar speed signs, election signs, and voice over IP for a telephone system.

Council directed staff to work with the city's auditors regarding the radar speed signs as an eligible expenditure and bring final quotes to the October council meeting for consideration.

e. Welcome to Loretto Sign

Council Member Markham reported a Loretto resident brought forward an idea to add a "Welcome to Loretto" sign to the south end of town with a flower bed at the base. Markham stated she worked with Public Works Director Leuer to locate the sign that had been at the south end of town before the bike path was developed. This sign matches the one on the corner of Lorenz Street and County Road 19. Leuer stated the old sign can be rehabilitated.

Public Works Director Leuer presented three possible locations for the sign: 1) on the east side of County Road 19 near the County Road 11 intersection at least two feet from the bike path; 2) on the corner of the vacant lot at the northwest corner of the County Road 11/County Road 19 intersection; and 3) along the south side of the paved pathway leading from County Road 19 into the Ponds development. Leuer stated the first two options would require permission from property owners and permits from Hennepin County. The third option is on city property and right of way. Clerk Treasurer Schneider stated she'd have to look at the City Code to see if a city sign permit would be required.

Mayor Koch suggested placing the sign on the vacant property across from Warren's, which would require permission from the property owner. Leuer stated the sign would be easy to move if a location was chosen and then needed to be moved later.

Markham noted some of the business names on the old sign need to be updated.

Council directed Schneider to figure out if a city permit is needed to place the sign on city property or in the city right of way.

Council directed Leuer to investigate placing the sign at either the southside of the Ponds path or the east side of County Road 19 near the County Road 11 intersection.

f. Extending Park Hours for Events

Schneider reported a resident who is interested in renting the Lions Park for her wedding has requested extending park hours for the event. Schneider noted an ordinance amendment would be required since the current ordinance does not allow for extending park hours, based on advice from City Attorney Jared Shepherd.

Council consensus was to not incur the cost of initiating an ordinance amendment to allow the extension of park hours for events.

10. INFORMATIONAL ITEMS

a. Fun Fest Update

Council reviewed a report from Fun Fest Chairperson Connie Scheibe. No action was taken.

11. MONTHLY STAFF REPORTS

a. City Hall

No items were brought forward.

b. Streets

No items were brought forward.

c. Water

No items were brought forward.

d. Wastewater

No items were brought forward.

e. Parks

1) Minnesota Vortex/A's Field Proposal

Steve Bartz, a representative for the Minnesota Vortex/A's girls fastpitch club, presented a proposal to partner with the City on phased improvements to the Athletic Complex. The proposal includes restoring the soccer field to a baseball/softball field, ADA improvements to the dugouts; installing tops on the dugouts; converting the dog park to a warmup area for batters, pitchers and catchers; installing first base safety bases and foul ball safety nets; new asphalt; lights on the Phil Tabery Field and improving poor drainage areas. Bartz noted his fastpitch club has been using the Loretto fields over the past two years and sees potential for increased usage if these improvements can be made. Bartz stated his organization is interested in working on terms of a longer rental agreement, committing to helping fund improvements to the complex through joint grant applications and additional financial contributions.

Council directed Public Works Director Leuer to work with Bartz to obtain quotes for the proposed improvements and bring back to a future council meeting.

f. Stormwater

Leuer stated he is working on getting a quote for cleaning out the Highlands stormwater pond.

12. MAYOR AND COUNCIL REPORTS

No reports were brought forward.

13. FINANCIAL

a. September Bills

On a motion by Markham, seconded by Daniels, to approve electronic check numbers 3583E-3597E and paper check numbers 23786-23812 for a grand total of \$79,950.74.

A vote was taken by roll call. Motion carried unanimously.

b. Monthly Balance Sheet

Council reviewed. No action taken.

c. Quarterly Financial Reports

Council reviewed. No action taken.

14. ADJOURN

On a motion by Daniels, seconded by Markham, to adjourn at 9:52 p.m.

A vote was taken by roll call. Motion carried unanimously.

ATTEST:

Mary K. Schneider, City Clerk Treasurer

Kent Koch, Mayor